



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

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COMBAT CENTER BULLETIN 5100

From: Commanding General, Marine Air Ground Task Force Training Command,
Marine Corps Air Ground Combat Center
To: Distribution List

Subj: SAFETY TRAINING CLASSES/MEETINGS FOR SECOND QUARTER CALENDAR YEAR 2004

Ref: (a) MCO 5100.8F
(b) MCO 5100.19E
(c) 29CFR 1910 (NOTAL)
(d) CCO P5100.15F
(e) MCO 5104.1
(f) MCO 5104.3

1. Situation

a. Location. All safety classes and meetings are conducted at Building 1447N.

b. Driver Improvement Class. Per references (a) and (b), all military personnel under the age of 26 must complete this training within the first ninety days of duty at the Marine Corps Air Ground Combat Center (MCAGCC). The Safety Manager may arrange for special classes as necessary. The class is required for personnel under the age of 26 desiring to obtain permanent automobile decals. Classes are limited to 30 Marines per class. Upon course completion, each Marine will receive a course completion card. Marines must ensure this information is entered in his/her Service Record Book (SRB). Utilities are the prescribed uniform for this course.

c. Remedial Driving Class. Per reference (b), all personnel directed to attend remedial drivers' training by either the Traffic Court Judge or their unit commander will attend the first available class. Pre-registration is required and accomplished by registering in person with the Center Safety Motor Vehicle Instructor. Civilian attire may be worn for this course.

d. Motorcycle Operator Safety Class. Per reference (b), all personnel who desire to register a motorcycle aboard the Combat Center must have completed a Motorcycle Safety Foundation approved training class. Students must register in advance of the scheduled class date (deadlines for registration are in paragraph 3c). The following documents must be presented when registering for the Experienced Rider Course: current motorcycle driver's license, valid vehicle registration, proof of insurance, and driver improvement card (if under 26 years old). Students must provide their own motorcycles in order to complete the practical application (riding) phase of training. The Beginning Rider Course is designed to provide new owners of motorcycles with the skills to obtain a motorcycle endorsement on their operator's permit. The Beginning Rider course is offered concurrently with the

Experienced Rider course but does not require ownership of a motorcycle or an endorsed license. Motorcycles are provided for this course.

e. Department of Defense Federal Hazard Communication Training Program. Per reference (c), all military and civilian employees who are exposed to hazardous chemicals and/or materials during the performance of their duties must complete this training program, on a one-time basis upon assignment to those duties.

f. Collateral Duty Safety Officer/Noncommissioned Officer Training Class. Per reference (a), all unit safety personnel are required to receive a minimum of eight hours of initial safety instruction and six hours annually thereafter. Prior registration is required; point of contact is the Safety Manager, at 830-7262, building 1447N.

g. Combat Center Safety/Safe Driving Council Meeting. Per reference (d), this Council is established as part of the overall Combat Center Safety Program. This Council reviews reports of hazardous conditions, procedures and/or processes, and submits recommendations to the Commanding General for corrective action. It also reviews motor vehicle mishaps, driver education needs, and traffic control devices to ensure that all are directed toward improving the traffic safety program.

h. Combat Center Laser Systems Safety Council Meeting. Per reference (e), this Council is established as an integral part of the Combat Center Laser Hazards Control Program. This Council is comprised of the Laser Systems Safety Officers of all units operating or training with laser systems aboard the Combat Center.

i. Combat Center Radiation Protection Program Council Meeting. Per reference (f), this Council is established as an integral part of the Combat Center Radiation Protection Program. This Council is comprised of Radiation Protection Assistants from operational units. Quarterly Radiation Protection Assistant (RPA) training will be provided at the times established at the RPA meetings. The training is two days' duration.

j. Specialized Unit Training. Units that require special training to maintain combat readiness or compliance with directives must contact the Combat Center Safety Manager, in writing, no later than 30 days prior to the requested training date.

k. Supervisor Safety Training. Provides supervisors with occupational safety and health training for supervisory employees that includes: supervisory responsibility for providing and maintaining safe and healthful working conditions for employees, the agency occupational safety and health program, Section 19 of the Act, Executive Order 12196, occupational safety and health standards applicable to the assigned workplaces, agency procedures for reporting hazards, agency procedures for reporting and investigating allegations of reprisal, and agency procedures for the abatement of hazards, as well as other appropriate rules and regulations.

2. Mission. To publish schedules for Driver Improvement Class, Remedial Driving Class, Motorcycle Operator Safety Class, Department of Defense Federal Hazard Communication Training, Collateral Duty Safety Officer/Noncommissioned Officer Training, the Combat Center Safety/Safe

Driving Council Meeting, Combat Center Radiation Protection Program Council, Supervisor Safety Training, and other training as required by the references, during the period 1 April through 30 June 2004.

3. Execution. The Combat Center Safety Manager will provide classes according to the schedules below and submit written attendance reports to unit Commanding Officers as appropriate.

a. Driver Improvement Class (Revised American Automobile Association (AAA) Course). The course is from 0700 to 1700 each day. Seating is limited to 30 Marines per class. The first 30 Marines seated are enrolled.

<u>Class</u>	<u>Date</u>	<u>Class</u>	<u>Date</u>	<u>Class</u>	<u>Date</u>
D014	7 Apr	D019	12 May	D024	16 Jun
D015	14 Apr	D020	19 May	D012	23 Jun
D016	21 Apr	D021	26 May	D013	30 Jun
D017	28 Apr	D022	2 Jun		
D018	5 May	D023	9 Jun		

b. Remedial Driving Class. Students must register one week prior to the class convening date. Students must have a command endorsement.

<u>Class</u>	<u>Time</u>	<u>Date</u>	<u>Class</u>	<u>Time</u>	<u>Date</u>
R04	0730-1230	3 Apr	R06	0730-1230	5 Jun
R05	0730-1230	1 May			

c. Motorcycle Safety Training Class. Class size is limited to eight students. Students must pre-register at the Combat Center Safety Office.

<u>Class</u>	<u>Time</u>	<u>Date</u>
M04	0730-1700	17 Apr (Registration: NLT COB 9 Apr)
M05	0730-1700	15 May (Registration: NLT COB 7 May)
M06	0730-1700	19 Jun (Registration: NLT COB 11 Jun)

d. DoD Federal Hazard Communication Training Program

<u>Class</u>	<u>Time</u>	<u>Date</u>
H04	0730-1200	2 Apr
H05	0730-1200	7 May
H06	0730-1200	4 Jun

e. Collateral Duty Safety Officer/Noncommissioned Officer Safety Training Course

<u>Class</u>	<u>Time</u>	<u>Date</u>
04-02	0730-1600	24-25 Jun

f. Combat Center Safety/Safe Driving Council Meeting (Safety Officer Meeting)

<u>Time</u>	<u>Date</u>	<u>Time</u>	<u>Date</u>
0900-1000	5 Apr	0900-1000	7 Jun
0900-1000	3 May		

g. Combat Center Laser Systems Safety Council Meeting

<u>Time</u>	<u>Date</u>
	TBA

h. Combat Center Radiation Protection Program Council Meeting

<u>Time</u>	<u>Date</u>
	TBA

i. Radiological Protection Assistant Course

<u>Time</u>	<u>Date</u>
	TBA

j. Supervisor Safety Training Course

<u>Time</u>	<u>Date</u>
0800-1000	As Requested

4. Administration and Logistics. Distribution statement A-1 directives issued by the Commanding General are distributed via e-mail. This Bulletin can be viewed at <https://www.29palms.usmc.mil/dirs/manpower.adj/index.asp>.

5. Command and Signal

a. Signal. This Bulletin is effective the date signed.

b. Command. This Bulletin is applicable to the Marine Corps Total Force.


J. D. NICHOLS
Chief of Staff

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